

GOVERNMENT OF  
THE VIRGIN ISLANDS OF THE UNITED STATES

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DEPARTMENT OF PROPERTY AND PROCUREMENT

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**INVITATION FOR BIDS**

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Invitation No. IFB014DOET17 (C)

Date: December 20, 2016

Pursuant to Laws of the Government of the Virgin Islands sealed bids in Quintuplicate (1 original and 4 copies) for the work described herein will be received on **Tuesday, February 28, 2017 at 10:30 a.m.** at the Department of Property & Procurement and publicly open thereafter.

**Description of Work and Project Number:** IFB014DOET17(C) Repairs to Physical Education Building Roof & Ancillary Areas at Addelita Cancryn Jr. High School.

**Pre-Bid Conference:** **Thursday, February 9, 2017** at **10:30 a.m.**, at the Department of Property and Procurement Conference Room, 8201 Subbase - 3<sup>rd</sup> Floor, St. Thomas, Virgin Islands. **A site visit will take place immediately after the meeting.**

Last day for requests for written clarification will be **Wednesday, February 15, 2017 @ 4:00 p.m.**

**Cost Per Set:** **\$100.00 NON REFUNDABLE**

**Liquidated Damage:** **\$100.00 / calendar day**

**Completion Time of Work:** **305 calendar days**

**Information regarding bidding documents**

Bidding Documents include the Public Notice, this Invitation to Bid, Non-Collusion Affidavit, Instruction to Bidders, Contractor's Qualification Statement, the Contract, Performance, Bid and Payment Bonds, General Provisions, Special Provision, Supplemental Specifications, Plan and Specifications. All documents may be obtained from the Department of Property and Procurement.

Each bid **must** be accompanied by a Bid Guarantee as provided for in Form No. P&P-ITB-CC-16-73 (Instruction to Bidders) which is hereby made a part of this Invitation and by this reference incorporated herein as fully and effectively as if set forth in detail. Bid Guarantee for Preferred Bidders will be as specified in 31 V.I.C. 236a (Act No. 2995 approved April 16, 1971) if Preferred Bidder's Act applies.

If the Preferred Bidder's Act does not apply, failure to provide a Five (5%) percent bond will render the bid nonresponsive. It is the Bidder's responsibility to determine if the Act applies.

The Bid Guarantee for bidders not claiming or having the status of a preferred bidder will be Five (5%) per cent of the bid price. Bid Guarantee will be in the form of a Bond (Corporate or Individual Surety), Money Order, Certified Check or Irrevocable Letter of Credit.

No Bidder will be allowed to withdraw their bond within a period of thirty (30) calendar days following the date set for the opening thereof.

#### **Preferred Bidder:**

Any bidder claiming eligibility as a "preferred bidder" under the provision of the Preferred Bidder's Act (31 VIC 236a – Act No. 2995, approved April 16, 1971) must request that his name be added to a preferred bidder's list to be maintained by the Commissioner of Property and procurement.

If a bidder has not previously filed a notarized Certificate with the Commissioner of Property and Procurement, copies thereof may be obtained from the Department of Property and Procurement, Division of Procurement, Building No. 1, Subbase, Third Floor, St. Thomas, Virgin Islands and/or from 3274 Estate Richmond, Christiansted, St. Croix, Virgin Islands.

Certificates must be fully completed, notarized and filed in the Division of Procurement before the day and hour set for bid opening.

#### **Contractor's Qualification Statement**

Each bidder must submit with his bid an executed copy of Contractor's Qualification Statement which is hereby made a part of this Invitation and by this reference incorporated herein as fully and effectively as if set forth in detail.

**BONDS:**

A Bid Bond, Performance Bond and Payment each are required as follows:

Bid Bond:	5% of the Contract
Performance Bond:	100% of the Contract
Payment Bond:	100% of the Contract

**NOTE:** CD with project Drawings and Specifications, Itemized Bid Sheet and Scope of Work must be obtained from the Department of Property & Procurement at:

**8201 Subbase, 3<sup>rd</sup> Floor  
St. Thomas, Virgin Islands 00802**